

Finance & Human Resources Committee
Open Session Minutes
September 7th, 2023

Members Present: Chairwoman Amanda Koren, Councilman Cecil Davis, Councilman Farnham

Members Absent: Councilman Dils

Staff Present: John Doyle, Michele Brown, Amber Box

Guests: Jerry Brown, Mayor Sean Wilson (arrived at approximately 5:45 p.m.)

Media: Darrell Maurina

Call to Order: Meeting was called to order 5:00 p.m. Councilman Farnham will sit-in for Councilman Dils in her absence. Quorum was established.

Citizen Comments: None

Establish the Use of Consent Agenda in Finance & Human Resources Committee: All matters listed under Consent Agenda are considered routine by the Finance & Human Resources Committee and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, the item will be removed from the Consent Agenda and will be considered separately. This month's agenda is amended to include the following items as the Consent Agenda:

1. Approval of the Agenda
2. Approval of the Minutes | August 3rd, 2023
3. Approval of Bills

Approval of Consent Agenda: A motion was made by Councilwoman Farnham to approve the consent agenda. Motion was seconded by Chairwoman Davis. A vote was called.

YEAS – Koren, Davis, Dils

NAYS – None

Motion Passed

Cash Flow – Account Status/EOY Budget Review- Committee reviewed the city's cash flow reports, bank account status, and year to date budget. The city has completed 66.6% of the 2023 Fiscal Year with expenses ending at 66% and revenues at 63%. City bank accounts have a total of \$5,974,915.44 in restricted funds, reserve funds, and usable monies.

Westgate Community Improvement District Update- Committee reviewed the CID sales tax collection summary.

ARPA Projects: Monthly Update – Mr. Doyle stated that the Animal Shelter will be closed to complete their floor renovations this month.

FY2024 Department Budget Meetings – Committee reviewed the schedule for the departmental budget meetings.

Review of Sealed Bids – Due to the new Enterprise Fleet Management vehicles arriving, the city has several vehicles that have been put up for bid. Sealed bids have been reviewed and opened.

2003 GMC: Councilman Davis made a motion to accept the highest bid of \$2,222.00 and sell vehicle to Dustin Jones. Motion was seconded by Councilwoman Farnham. A vote was called.

YEAS – Koren, Davis, Farnham
NAYS – None
Motion Passed

2004 Ford Pickup: Councilman Davis made a motion to accept the highest bid of \$2,751.00 and sell vehicle to Dustin Jones. Motion was seconded by Councilwoman Farnham. A vote was called.

YEAS – Koren, Davis, Farnham
NAYS – None
Motion Passed

2008 Ford Pickup: Councilman Davis made a motion to accept the highest bid of \$5,127.00 and sell vehicle to Jesse Rivard. Motion was seconded by Councilwoman Farnham. A vote was called.

YEAS – Koren, Davis, Farnham
NAYS – None
Motion Passed

2009 Ford Explorer: Councilman Davis made a motion to accept the highest bid of \$1,234.56 and sell vehicle to Charles Eads Sr. Motion was seconded by Councilwoman Farnham. A vote was called.

YEAS – Koren, Davis, Farnham
NAYS – None
Motion Passed

2011 Crown Victoria: Councilman Davis made a motion to accept the highest bid of \$2,541.00 and sell vehicle to Rick Fry. Motion was seconded by Councilwoman Farnham. A vote was called.

YEAS – Koren, Davis, Farnham
NAYS – None
Motion Passed

2005 Crown Victoria: Councilman Davis made a motion to accept the highest bid of \$2,201.00 and sell vehicle to Rick Fry. Motion was seconded by Councilwoman Farnham. A vote was called.

YEAS – Koren, Davis, Farnham
NAYS – None
Motion Passed

Updated Employee Personnel Manual – Employee Personnel Manual was handed out to all employees with signature pages stating they had received manual. All signature pages have been turned in.

Other Business:

Proposed City Council Meeting Agenda – Mr. Doyle provided the committee with a proposed streamlined agenda. The agenda would change the format to where the City Administrators Report would cover what happened in the committee meetings as opposed to the minutes from

each meeting being read. This will help with redundant reporting on the same action items and allow more time for City Council discussion. The committee is interested in this format, but only if there is not a legal requirement for going by our current model. Mr. Doyle stated this was suggested by our current legal team, Lauber Municipal.

Mr. Doyle stated a need for closed session in accordance with RSMo 610.21 (1)(2)(3)(17). Councilwoman Davis moved to go into closed session for that purpose and was seconded by Councilman Farnham. A vote was called.

YEAS – Koren, Davis, Farnham

NAYS – None

Motion Passed & committee entered closed session at 5:23 p.m.

Committee returned to open session at 7:25 p.m.

Committee adjourned at 7:25 p.m.

Next meeting will be held on October 5th, 2023, at 5:00 p.m.